



PENRYN FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

MEETING MINUTES

Chair Hotaling, Vice-Chair Hardesty, Secretary Shields, Directors Heimlich and Verdugo

MINUTES OF THE REGULAR MEETING June 15, 2026

1. **Call the meeting to order and Roll Call:** Chair Hotaling called the meeting to order at 6:30 pm.
Directors in attendance: Danielle Hardesty, Cheryl Hotaling, Larry Shields, and Robert Verdugo
Directors absent: Diego Heimlich
Staff in attendance: Chief Gow, Fire Chief D'Ambrogi, Assistant Chief Slusher, and District Manager Armstrong
2. **Pledge of Allegiance:** Chair Hotaling led the Pledge of Allegiance.
3. **Approval of Agenda:** Vice-Chair Hardesty moved to approve the agenda. Director Verdugo seconded the motion which passed unanimously.
4. **Approval of Minutes:** Vice-Chair Hardesty moved to approve the minutes from the May 18, 2026 meeting. Director Shields seconded the motion which passed unanimously.
5. **Financial Report & Bill Approval:** Vice-Chair Hardesty moved to approve the financial report and expenses. Director Verdugo seconded the motion which passed unanimously.
6. **Correspondence:** N/A
7. **Public Comment:** N/A
8. **Informational/Non-Action Items:**
 - a. **Sierra Nevada Firefighters, Local 3800 (Local 3800):** N/A
 - b. **Fire Chiefs Report: Chief Gow**
 1. Local 3800 President promoted to Fire Chief at Penn Valley
 2. Foresthill Board President resigned
 3. On boarded the Newcastle employees and first meeting of the reorganized district is July 1st
 4. South Placer has a measure in the November election
 5. Bickford Ranch anticipated to be online in 6-18 months
 6. LAFCo plans to start working on the remaining Sphere of Influence
 7. City of Auburn City Manager resigned and taking the position of Assistant CEO at Placer County
 - c. **Operations Report: Assistant Chief Slusher**
 1. Response statistics provided, call volume is normal
 2. Fire Chiefs adopted new SOG's
 3. South Placer hiring a Battalion Chief, will be participating in the hiring process
 - d. **Fire Prevention report: Fire Marshal D'Ambrogi**
 1. New report format provided, combining all of the agencies
 2. Penryn Townhomes had to be reapproved due to a change to the emergency access
 - e. **Director Committee Reports**
 1. **Personnel Committee:** Chair Hotaling reported that negotiations have been concluded, the MOU is on the agenda for approval
 2. **Administrative Contract & Finance Oversight Committee:** Vice-Chair Hardesty reported that they met with staff but waiting to start management meetings.
 3. **Ad hoc committee for future cooperation with other fire departments:** N/A
 4. **Ad hoc strategic plan:** Chair Hotaling reported that a draft presentation will be shared at the next board meeting.

d. Status on Placer County Local Hazard Mitigation Plan update for 2026 & CWPP Community Wildfire Prevention Plan

Fire Marshal D'Ambrogi reported that the Local Hazard Mitigation Plan is still with Cal OES for approval. The CWPP is being reviewed by the consultant.

9. Action Items:

a. Consider and appoint an ad-hoc engine replacement committee

Chair Hotaling reported that this committee would present options to the board. Chair Hotaling volunteered for the committee and nominated Director Shields, the nominations passed unanimously.

b. Consider and adopt Resolution No. 2026-04 declaring an election in November for board members whose terms are expiring and requesting election services from the county clerk

Motion made by Director Verdugo to adopt Resolution No. 2026-04 declaring an election. Director Shields seconded the motion, the motion passed unanimously by roll call.

c. Consider and adopt Resolution No. 2026-05 approving a transfer into the general committed funds

Vice-Chair Hardesty shared that options were shared in the staff report regarding how much to transfer to committed funds. Motion made by Chair Hotaling to adopt Resolution No. 2026-05 to transfer \$99,194.89 into the committed funds. Director Shields seconded the motion, the motion passed unanimously by roll call.

d. Consider and adopt Resolution No. 2026-06 amending the budget for Fiscal Year 2025-2026

Vice-Chair Hardesty recommended that a change be made to the equipment line from \$88,000 to \$99,194.89. Motion made by Chair Hotaling to adopt Resolution No. 2026-06 amending the budget including a change to the equipment line to \$99,194.89. Vice-Chair Hardesty seconded the motion, the motion passed unanimously by roll call.

e. Consider and approve Placer County Auditor/Controller's agreement for services for Fiscal Year 26-27 at a cost of \$7,850

Motion made by Chair Hardesty to approve the Placer County Auditor/Controller's agreement. Director Shields seconded the motion, the motion passed unanimously.

f. Consider and approve a memorandum of understanding with South Placer Fire for Tablet Command Services

Chief Slusher reported that this is an MOU for the Tablet Command services we have been utilizing for the last few years. The MOU provides details on the annual services and associated cost. Motion made by Director Verdugo to approve the memorandum of understanding with South Placer Fire for Tablet Command Services. Director Shields seconded the motion, the motion passed unanimously.

g. Consider and approve an agreement extension for administrative services with Placer Hills Fire Protection District, for 3 months

Motion made by Vice-Chair Hardesty to approve an agreement extension for administrative services. Director Verdugo seconded the motion, the motion passed unanimously.

h. Consider and approve the memorandum of understanding between Sierra Nevada Firefighters, Local 3800 and the Penryn Fire Protection District, expiring June 30, 2028

Chair Hotaling reported that this is for a 2-year contract and includes the items previously discussed; 3% raise each year, longevity pay and change to 15% for strike team pay. Motion made by Chair Hotaling to approve the memorandum of understanding. Vice-Chair Hardesty seconded the motion, the motion passes unanimously.

i. Consider and adopt Resolution 2026-07 approving the Preliminary Budget for Fiscal Year 2026-2027

Motion made by Chair Hotaling to approve Resolution 2026-07 approving the preliminary budget. Director Shields seconded the motion, the motion passes unanimously by roll call.

The meeting was adjourned at 7:20pm

Next Board Meeting: Monday, July 20, 2026 6:30 PM - 8:00 PM (PST)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Armstrong".

District Manager